



**AUDIT AND FINANCE STANDING COMMITTEE
MINUTES
May 16, 2018**

PRESENT: Councillor Bill Karsten, Chair
Councillor Russell Walker, Vice Chair
Mayor Mike Savage
Councillor Stephen D. Adams
Councillor Matt Whitman
Councillor Steve Craig
Councillor Lorelei Nicoll

REGRETS:

STAFF: John Traves, Municipal Solicitor
Jerry Blackwood, Acting Chief Financial Officer
Liam MacSween, Legislative Assistant

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, reports, supporting documents, information items circulated, and video (if available) are online at halifax.ca.

The meeting was called to order at 10:00 a.m. The Standing Committee convened to In Camera (In Private) at 10:04 a.m. and reconvened at 10:30 a.m. The Standing Committee adjourned at 11:39 a.m.

1. CALL TO ORDER

The Chair called the meeting to order in Council Chamber, 3rd Floor City Hall, 1841 Argyle Street, Halifax.

2. APPROVAL OF MINUTES – April 18, 2018

MOVED by Councillor Adams, seconded by Councillor Walker

THAT the minutes of April 18, 2018 be approved.

MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Additions:

14.1. In Camera – Contractual Matter.

MOVED by Councillor Walker, seconded by Councillor Nicoll

THAT the agenda be approved as amended.

Two-third Majority Vote required.

MOTION PUT AND PASSED.

- 4. BUSINESS ARISING OUT OF THE MINUTES - NONE**
- 5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS - NONE**
- 6. MOTIONS OF RECONSIDERATION – NONE**
- 7. MOTIONS OF RESCISSION – NONE**
- 8. CONSIDERATION OF DEFERRED BUSINESS – NONE**
- 9. NOTICES OF TABLED MATTERS – NONE**
- 10. CORRESPONDENCE, PETITIONS & DELEGATIONS - NONE**
- 11. INFORMATION ITEMS BROUGHT FORWARD – NONE**

12. REPORTS:

12.1 AUDITOR GENERAL:

12.1.1 Procurement

The following was before the Standing Committee:

- A report from the Auditor General entitled, *Procurement*
- A presentation by the Auditor General dated May 16, 2018.

Evangeline Coleman-Sadd, Auditor General introduced staff and provided a presentation with respect to Procurement.

Coleman-Sadd responded to questions from the Standing Committee in relation to the recommendations outlined in the May 2018 Auditor General Report and the responses provided by HRM senior management.

In response to questions from the Standing Committee, Jacques Dubé, Chief Administrative officer provided commentary on measures being undertaken by staff to address the recommendations from Auditor General respecting HRM's procurement practices. Dubé advised that senior management is

working closely with HRM's procurement team to strengthen approaches to accountability, quality assurance, and compliance.

MOVED by Councillor Craig, seconded by Councillor Nicoll

THAT the Audit and Finance Standing Committee request that the Chief Administrative Officer prepare a report, by September 2018, on actions being undertaken by staff in response to the recommendations outlined in the Auditor General's report on procurement dated May 2018

In response to follow up questions from the Standing Committee, Dubé advised that a Project Manager is needed to assist senior management in improving HRM's Procurement procedures and to identify resources and training programs that may be required.

MOTION PUT AND PASSED.

12.2 INVESTMENT REPORTS: NONE

12.3 FINANCE AND RISK MANAGEMENT: NONE

12.4 STAFF:

12.4.1 Amendments to Administrative Order 2014-020-GOV Respecting Marketing Levy Special Event Reserve Grants

The following was before the Standing Committee:

- A staff report dated April 25, 2018

MOVED by Councillor Walker, seconded by Councillor Adams

THAT the Audit and Finance Standing Committee recommend that Regional Council adopt the amendments to the Administrative Order 2014-020-GOV Respecting Marketing Levy Special Event Reserve Grants as outlined in Attachment 1 of the staff report dated April 25, 2018.

MOTION PUT AND PASSED.

12.5 SPECIAL EVENTS ADVISORY COMMITTEE: NONE

12.6 COMMITTEE MEMBERS:

12.6.1 Councillor Craig

The following was before the Standing Committee:

- A request for consideration form submitted by Councillor Craig with attached information report dated April 26, 2018

MOVED by Councillor Craig, seconded by Councillor Adams

THAT the Audit and Finance Standing Committee receive a presentation regarding the staff information report entitled "Auditor General - Outstanding Issues."

MOTION PUT AND PASSED.

Jacques Dubé, Chief Administrative Officer provided a presentation on the staff information report entitled "Auditor General – Outstanding Issues". Highlights of the presentation include:

- An overview of the nine outstanding themes identified in the April 26, 2018 information report and staff's response.
- An overview of HRM's performance excellence projects to date.
- An overview of HRM's approach to attendance management.

- An update on progress to date regarding HRM's Fuel Card Policy and anticipated timeline for completion.
- An update on HRM Enterprise Risk Management strategy and completion timeline.
- Ongoing work by Building compliance to develop Smart Key Performance Indicators (KPI's) as part of a new Permitting, Licensing and Compliance solution.
- The creation of a Steering Committee and Governance Model to oversee HRM's Capital projects.

13. MOTIONS - NONE

14. IN CAMERA (IN PRIVATE)

14.1 Contractual Matter

This matter was discussed by the Audit & Finance Standing Committee In Camera (In Private). No further action was taken.

15. ADDED ITEMS - NONE

16. NOTICES OF MOTION - NONE

17. PUBLIC PARTICIPATION

No one came forward to address the Committee during public participation.

18. DATE OF NEXT MEETING – June 20, 2018

19. ADJOURNMENT

The meeting adjourned at 11:39 a.m.

Liam MacSween
Legislative Assistant